



LASSEN COUNTY
CHILDREN AND FAMILIES COMMISSION
MEETING MINUTES

April 1, 2004, 1:30 p.m.
1345 Barry Creek Plaza, Suite B
Susanville, California

Commissioners Present: Mae Sherman, Barbara Malone, Patsy Jimenez , Alternate Member Kathy Colvin, Doug McCoy, Sheral Thorlaksson, Jim Chapman, Janice Irvin, Betsy Elam

Commissioners Absent: Alternate Member Brian Dahle, Alternate Member Shannon Gerig, Brenda Poteete

Visitors: Phyllis Lewis McDonald

Commission Staff: Laura Roberts

1. **Welcome and Introductions:** Chairperson, Doug McCoy called the meeting to order at 1:35 p.m. The Chairperson welcomed everyone.
2. **Public Comment:** There was no public comment.
3. **Closed Session:** The closed session was convened at 1:40 p.m. and adjourned at 2:05 p.m.
4. **Approval of Agenda:** The Child Safety Report is added to the agenda under the Report section. The Evaluation of Lassen Diversified Management is changed to say evaluation of Laura Roberts. Commissioner Malone moved to approve the amended agenda. Commissioner Thorlaksson seconded the motion. The motion passed with no abstentions.
5. **Announcement of Closed Session Findings:** The Annual evaluation of the Executive Director as presented by the Performance Evaluation Committee was reviewed. In the closed session Commissioner Sherman moved that the evaluation be accepted as modified. Commissioner Elam seconded the motion. In open session the Commissioners voted on the pending motion. The motion carried unanimously. The Executive Director received a favorable evaluation.
6. **Information/Consent Calendar:** The consent calendar was presented. Commissioner Jimenez moved to approve the consent calendar with changes to the minutes. Commissioner Irvin seconded the motion. The motion passed. Items approved on the consent calendar are:
 - 6a. SUBJECT: Approval of Minutes LCCFC Meeting of March 4, 2003,
Two corrections were made to the minutes.
 - 6b. SUBJECT: Approval of Fiscal Report
7. **Mini Grant Requests:** Phyllis Lewis McDonald presented a request for \$7,500 in mini grant funds for a "Carrie Your Blanket" project. This project will make 550 blankets for children aged 0-5 in trauma, displaced from their home, etc. Blanket distribution partners are Banner Lassen Hospital, CPS, Police, Sheriff, ambulances, Crossroads Ministries, and Lassen Family Services. Commissioner Chapman moved to approve the project with Commissioner Jimenez seconding the motion. It was questioned if there are other financial sources. The applicant responded that requests for donations will be made after the project has begun and blankets are being distributed. She would like to demonstrate success of the project prior to requesting funding. Commissioner Elam commented that children are often removed from their homes with nothing and that this project definitely supports the mental health of children by offering children the security of a blanket. Commissioner McCoy commented that this project needs to include some mechanism to obtain evaluation information from those that are served. The application is not supported by research and just getting a report of the number of blankets given out is not enough. Commissioner Elam stated that while research finding were not cited in the application, there is research that indicates that children in transition feel more secure with a transitional object such as a blanket. It was suggested that the brochure given with the blanket should contain a form that the recipient family can use to share information or photos with the project. Also it was suggested to elicit anecdotal information from the distributing agencies as a part of the evaluation. The Executive Director is to work this out with the applicant. There being no further discussion, the motion carried unanimously.
8. **April – Child Abuse Prevention Month:** The proposed public awareness project was presented. It was suggested that the FQHC clinics be included in the proposed collaborative meeting as well as high school administrators and certain teachers. It was felt that this would be a good contribution to Child Abuse Prevention month. Commissioner Malone moved that the project be approved as modified. Commissioner Sherman seconded the motion. The motion carried with no abstentions.

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9. **Renewal of Contract with Diversified Management:** Commissioner Malone moved to extend current contract temporarily until a revised contract is presented. Commissioner Jimenez seconded the motion. The motion passed with no abstentions.

10. **Reports/Updates:**

Behavioral Health Initiative: The Behavioral Health Initiative Planning Committee met this morning at 10:30 for a teleconference with Mr. Phil Crandall, a technical assistance consultant, to learn about various funding options for the Children's Behavioral Health Initiative. There were so many that were presented, that it is essential to thoroughly understand each option and most important to be sure that the initiative is structured appropriately. Tentatively a two day workshop is scheduled for June 3 and 4.

Continuation of Administrative and Travel Augmentation: The proposal for continued augmentation was presented to the State Commission at the Santa Barbara meeting. There was no quorum so the matter could not be voted on. However, it is anticipated that it will be on the consent agenda for the May CCFC Meeting.

Statewide Conference: Attendees will be May Sherman, Patsy Jimenez, Jan Irvin, Laura Roberts, and Kathy Colvin. Mae Sherman will attend the CARES preconference workshop and Laura Roberts will attend the preconference workshop on sustainability. The Conference is in Burlingame from April 20-23.

Progress on Modification of School Readiness Plans: Discussions were held with each Advisory Board of the FRC's. All agreed to allow the blending of funds to expand the School Readiness Programs to other areas of the County. The modified School Readiness plans are being prepared to implement SR activities at each site. A fiscal meeting will be held to determine the best way to blend funds.

CARES Project Update: There are approximately 60 enrollees in the project at the current time. Various trainings are taking place with many more to be scheduled.

Mini Grant Fund Balance: The balance of the fund is \$50,627.00.

Status of Application for Expansion of GOSERVE AmeriCorps: The application has been submitted to the Federal Government by GOSERV. It will be a few weeks before the outcome of the application is known.

Progress on Consumer Friendly Annual Report: The report will be presented to the Commission at the next meeting.

Modifications of Oral Health Project: Progress is being reviewed and modifications in the referral and case management processes have been suggested. Details of the changes are still being worked out.

Strategic Plan Review/Needs Assessment: The annual review of the strategic plan will take place within the next few months. The needs assessment upon which the plan is founded will be updated also.

Lassen County Public Health Car Seat Program: A progress report on the car seat mini grant program was read. The program has been well received and well utilized by many.

12. **Learning Opportunities:** Information was presented regarding Preschool For All. This information will be the foundation of discussions during the strategic plan review. The remaining learning opportunities regarding 211, and Health Access will be considered at future meetings.

12. **Adjourn:** The next meeting will be on May 6, 2004. The meeting was adjourned at 3:30 p.m.

Respectfully submitted,

Laura J. Roberts
Executive Director